

40-100 GENERAL POLICIES AND PRINCIPLES

- .11 Assistance is to be administered promptly and humanely, with due regard to the preservation of family life without discrimination ~~on account of race, color, national origin, religion, political affiliations, sex or marital status.~~ (See Division 21). Compliance with all civil rights laws, rules and regulations of Division 21 is required in the administration of these regulations, including compliance by contractors and subcontractors. Assistance is to be so administered as to encourage self-respect, self-reliance, and the desire to be a good citizen useful to society.

40-188 TRANSFER PROCEDURE

- .1 First County The first county shall:
- .11 Notify Second County Notify the second county of the initiation of a case transfer in writing using the "Notification of Intercounty Transfer" form or via electronic data ~~transfer~~.
- .12 Inform Recipient Inform the recipient in writing of his/her responsibility to immediately apply for a redetermination of eligibility in the second county to avoid a break in aid.
- .13 Provide Documentation Provide the second county within seven working days from the date that the first county notifies the second county of a case transfer (per 40-188.11), with copies of the most recent:
- .131 ~~AFDC-FG/UCaIWORKs~~ (Continued)
- .132 ~~AFDC-UCaIWORKs~~ The work history page of the CA 2/JA 2/SAWS 2 (Statement of Facts, Cash Aid, and Food Stamps)-Welfare-to-Work plan (See Section 42-711.6).
- .133 ~~AFDC~~CaIWORKs-Incap (Continued)
- .136 MFG Informing Maximum Family Grant informing notice or other documentation verifying that MFG informing requirements have been met (see Section 44-314).

.136 <u>7</u> AU with Children Under Age 6	(Continued)
.137 <u>8</u>	(Continued)
.144. <u>15</u> Inform	(Continued)
. <u>16</u> Discontinue	<u>Discontinue responsibility for the provision of aid at the end of the transfer period.</u>
.15 <u>7</u> Foster Care	(Continued)
.2 Second County	The second county shall:
. <u>21</u> Contact Recipient	<u>Provide or send an appointment letter to the recipient, if the address is known. The letter shall include the address and telephone number of the county welfare office, an appointment date and time, and inform the recipient that the appointment may be re-scheduled, if needed. Aid shall not be stopped or suspended for the recipient's failure to keep the first appointment during the transfer period. The county may also include with the appointment letter; any additional forms needed to complete the redetermination of eligibility.</u>
.24 <u>2</u> Redetermine Eligibility	<u>Eligibility and grant amount shall be determined based on current circumstances using continuing recipient criteria. The county shall follow the provisions of Section 40-126.3 when processing the ICT. Redetermine the recipient's eligibility and amount of cash aid based on current circumstances. Continuing eligibility determination must be completed by the end of the transfer period as specified in Section 40-187.12. within 30 calendar days from the date of the request for a redetermination of eligibility.</u>
.22 <u>3</u> Provide Information	(Continued)
.23 <u>4</u> Foster Care Legal Guardian	For children receiving AFDC-FC, where there is a legal guardian for the child, make an effort to secure the cooperation of the legal guardian.
.24 <u>5</u> Foster Care Notification	(Continued)

NOTE: Authority cited: Sections 10553, 10554, 10605, Welfare and Institutions Code.
Reference: Sections 10553, 10554, 10605, 11053, 11102, and 11369, Welfare and Institutions Code, and Nickols v. Saenz court order.

40-190 COUNTY RESPONSIBILITY

Sections 40-190.1 – 40-190.21

(Continued)

.22 Transfer of AU Members

When a child(ren) moves to the home of a new caretaker relative, who resides in the second county, the first county's responsibility for payment of ~~AFDC~~ CalWORKs during the transfer period is as follows:

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- (a) A child receiving ~~AFDC~~ CalWORKs from one county, the first county, moves to another county, the second county, to live with his mother. Also in the home are three of the mother's other children. The mother and the other children are unaided, but the mother requests aid for herself and also for these children. The first county is responsible for eligibility and payment during the transfer period. The mother and children are added to the existing AU in the first county.

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.222 Addition to Existing AU

(Continued)

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- (a) A child receiving ~~AFDC~~ CalWORKs from the first county moves to a second county to live with his mother, who is receiving ~~AFDC~~ CalWORKs from the second county for her three other children. The mother requests aid for the transferred child. The second county becomes responsible for eligibility and payment. The first county discontinues its case with appropriate notice. The second county adds the transferred child to the existing AU in the second county if otherwise eligible. There is no break in aid for the transferred child.

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